

## **OSUN STATE POLYTECHNIC, IREE**

### **INVITATION TO TENDER**

#### **INVITATION FOR PRE-QUALIFICATION AND TENDER FOR YEAR 2017 TETFUND ZONAL INTERVENTION PROJECT, OSUN STATE POLYTECHNIC, IREE**

#### **INTRODUCTION:**

The Institution is hereby inviting reputable contractors to submit pre-qualification documents and tender bids for the following projects under the Year 2017 TETFUND Zonal Intervention:

Lot 1: Construction of Student Recreation Centre

Lot 2: Procurement, Commissioning and Delivery of 1 Nr Toyota Hiace Bus

#### **(2) MANDATORY REQUIREMENTS FOR BIDDERS:**

- (i) Verifiable Certificate of Incorporation with the Corporate Affairs Commission (CAC)
- (ii) Verifiable Evidence of Valid Tax clearance certificate for the last three (3) years (2015, 2016, 2017) corresponding to declared turnover
- (iii) Verifiable current Industrial Training Fund (I.T.F.) Compliance Certificate
- (iv) Verifiable current PENCOM Compliance Certificate issued by National Pension Commission
- (v) Verifiable Certificate of Interim Registration- Report (IRR) with the Bureau of Public Procurement (BPP) showing registration on the National Database of contractors, consultant and service providers
- (vi) Verifiable current NSITF Compliance Certificate
- (vii) Current Company's Audited Account duly stamped and signed by ANAN/ICAN Licenced Auditors for the last three (3) years
- (viii) Verifiable Office and Workshop address(es): NOT P.O. Box but should include telephone numbers of company directors

(ix) Verifiable list of executed similar jobs, at least three (3) in the last five (5) years (copies of letters of award and certificates of practical job completion e.t.c. to be attached)

(x) Evidence of financial capability/evidence of financial backing/reference from a reputable bank Original Bank Statement for the past twelve (12) months and documents, demonstrating availability of fund/liquid assets and/or credit facilities from the banker(s) to successfully complete the contract.

(xi) A comprehensive Company Profile of Contractor to include. verifiable Staff List, Certificate of Academic and Professional Qualification of Company Staff

(xii) A Sworn Affidavit disclosing whether or not any officer of Osun State Polytechnic free is a former or present director, shareholder or has any pecuniary interest in the bid and that all the information/documents provided in its bid are true and correct and that no director of the firm has been convicted by any court of law and the firm is not bankrupt or in receivership

(xiii) Arrangement of the technical documents should follow the order in the list above and appropriately paged. The technical documents should have a table of content indicating the pages on which these items are to be found

#### **COLLECTION OF BID/TENDER DOCUMENTS:**

Tender documents are to be collected at the Office of Bursar/Secretary Tenders' Committee between the hours of 10:00am and 4:00pm daily (Monday to Friday) after the payment of non-refundable tender fee of N10,000.00 at the Bursary Department of the Institution.

#### **VERIFICATION OF CLAIMS:**

Please note that Osun State Polytechnic free reserves the right to verify claims made in the technical bid documents submitted by the interested contractors

#### **SUBMISSION OF BID DOCUMENTS:**

Both Technical and financial bid documents should be neatly bound and each sealed in a separate envelope and clearly marked at the top and labelled 'Technical bid for TETFUND Zonal Intervention Project' and 'Financial Bid for TETFUND Zonal intervention Project' respectively indicating the lot and both packaged in a bigger envelope with the name and address of the Company and contact person clearly written at the back which should be submitted at the Bursar's Office of the Institution.

**The package should be addressed to:**

**The Secretary, Tenders Committee,**

**Osun State Polytechnic, Iree,**

**PMB 301, Iree,**

**Osun State.**

**CLOSING DATE:**

The closing date for the submission of bid documents is **Monday 19 November, 2018 by 12 noon**. The Tender Opening shall come up **on Friday 23 November, 2018 by 12 noon** at the Institution's Board Room. Please note that only the financial bids of pre-qualified bidders shall be opened while those of the unsuccessful bidders shall be returned unopened.

**PLEASE NOTE THAT:**

- (i) Certificates may be referred to the respective issuing authority for verification and authentication.
- (ii) Any Technical and Financial bids enclosed in a single envelope that is not sealed at time of opening shall be disqualified.
- (iii) Incorrect address or labelling of submitted bids shall be rejected.
- (iv) Each parcel should have a table of contents indicating the pages or folios in which these items are to be found.
- (v) This advertisement of invitation to tender shall not be construed as a commitment on the part of Osun State Polytechnic Iree, Osun State nor shall it entitle any company to make any claim whatsoever or compensation having responded to this advertisement.
- (vi) All expenses incurred in preparing pre-qualification documents associated with this exercise shall be borne solely by the prospective company.
- (vii) Only successful pre-qualified contractors will have their tender opened.
- (viii) All submission must be made in English Language.
- (ix) Failure to comply with the instruction(s) above shall automatically result to result to disqualification.
- (x) The Polytechnic is not under any obligation to accept the lowest or highest bid(s)

**SIGNED:**

**BURSAR AND SECRETARY TO TENDERS COMMITTEE**

**OSUN STATE POLYTECHNIC, IREE**